

## **Changes to Consultant Prequalification Application Instructions**

### **11.5.07 (Changes in Strikeout)**

#### **Railroad Bridge Design**

##### Consultant Project Experience

If you are using a combination of MDOT projects and projects for other agencies then a minimum of ~~ten (10)~~ five (5) projects must be listed

Removed:

- All projects listed for other states must be for other state Departments of Transportation.

## **Changes to Consultant Prequalification Application Instructions**

### **10.8.07**

#### **Road Construction Engineering**

*Added: All Consultants approved for Construction Engineering (Road and Bridge) services will also be granted approval for Engineering Assistance without application.*

*Removed: All applicants requesting full Construction Engineering (Road and Bridge) services must include in their application a request for consideration of approval for Technical Assistance.*

#### **Bridge Construction Engineering**

*Added: All Consultants approved for Construction Engineering (Road and Bridge) services will also be granted approval for Engineering Assistance without application.*

*Removed: All applicants requesting full Construction Engineering (Road and Bridge) services must include in their application a request for consideration of approval for Technical Assistance.*

#### **Engineering Assistance**

*Removed: Consultants with Provisional status in Road Construction Engineering and/or Bridge Construction Engineering must separately apply for Engineering Assistance.*

#### **Short & Medium Span Bridge Design**

*Added: All Consultants approved for Complex Bridge Design will also be granted approval for Short & Medium Span Bridge Design with or without application.*

#### **Roadway Rehabilitation & Rural Freeways**

*Added: All Consultants approved for Complex Urban Freeways will also be granted approval for Roadway Rehabilitation & Rural Freeways and Roads and Streets with or without application.*

#### **Roads and Streets**

*Added: All Consultants approved for Complex Urban Freeways will also be granted approval for Roadway Rehabilitation & Rural Freeways and Roads and Streets with or without application.*

*Added: All Consultants approved for Roadway Rehabilitation & Rural Freeways will also be granted approval for Roads and Streets with or without application.*

**Changes to Consultant Prequalification Application Instructions**  
**Changes made to Complex and Simple Traffic Signal Operations, Complex Bridge**  
**Design and Complex Urban Freeway Design**  
**10.1.07**

**Complex Traffic Signal Operations**

**Staff Education and Experience** – Allowing up to eight (8) years for providing projects

*The last three (3) projects related to traffic signal corridor analysis that engineer worked on in the last eight (8) years.*

**Simple Traffic Signal Operations**

**Staff Education and Experience** – Allowing up to eight (8) years for providing projects

*The last three (3) projects related to traffic signal corridor analysis that engineer worked on in the last eight (8) years.*

**Complex Bridge Design**

**Staff Education and Experience** – Allowing up to eight (8) years for providing projects

*List only projects completed in the past eight (8) years.*

**Complex Urban Freeway Design**

**Staff Education and Experience** – Allowing up to eight (8) years for providing projects

*List only projects completed in the past eight (8) years.*

**Changes to Consultant Prequalification Application Instructions**  
**Changes made to Complex and Simple Traffic Signal Operations, Traffic Capacity**  
**Analysis and Geometric Studies and Hydraulics**  
**8.28.07**

**Complex Traffic Signal Operations**

**Classification Description** - Added the following verbiage.

*Example projects for this classification are long corridor or region wide retiming projects, up to 100 signals or more. They also include traffic impact studies for private developments or any other signal analyses on state trunkline. They may or may not require signal warrant analyses.*

**Equipment**

*Requiring Synchro 7 or newer*

*Listed the websites to find our guidelines*

**Staff Education and Experience** – Added the following verbiage:

*A minimum of one (1) licensed engineer is a key person involved with the analysis.*

**Vendor Experience** - Added the following verbiage:

*All consultants approved for Complex Traffic Signal Operations will also be granted approval for Simple Traffic Signal Operations with or without application.*

**Simple Traffic Signal Operations**

**Classification Description** - Added the following verbiage.

*Example projects for this classification are traffic impact studies for private developments or any other signal analyses on state trunkline that include a maximum of 3 signals. These may or may not require signal warrant analyses and may also include time-space analysis of proposed or existing signals within an existing signalized corridor. For any engineering study including more than 3 traffic signals, the Consultant must be pre-qualified in Complex Traffic Signal Operations.*

**Equipment**

*Requiring Synchro 7 or newer*

*Listed the websites to find our guidelines*

**Staff Education and Experience** – Added the following verbiage.

*A minimum of one (1) licensed engineer is a key person involved with the analysis.*

## **Vendor Experience**

*Revised the requirement of submitting a corridor of five (5) signals and reduced to submitting three (3) signals.*

*Eliminated the requirement to submit timing permits in MDOT forms.*

*Added-All consultants approved for Complex Traffic Signal Operations will also be granted approval for Simple Traffic Signal Operations with or without application.*

## **Traffic Capacity Analysis and Geometric Studies**

### **Equipment**

*Eliminated Netsim as required equipment*

### **Vendor Experience**

*Revised the requirement to now include the Simple or Complex Traffic Signal Operations if any signal operation is included in an analysis.*

## **Hydraulics**

### **Staff Education and Experience- now reads**

- *Vendor must list staff's relevant project experience, project responsibilities, and training resumes for all staff providing work in this category. Staff experience gained while working at other firms can be included provided it is noted as such and is relevant to this prequalification category.*
- *Lead Hydraulic Engineer must have formal training in the required hydraulic computer software and hydraulic design. A minimum of two (2) classes specific to hydraulics and/or required computer programs in the last five (5) years are required. Vendor has provided documentation including date of class, class name, class subject, and training organization.*
- *Staff engineers must have three (3) years experience performing a range of hydraulic design and analysis including: water surface profile modeling, retention/detention basin design, scour and stream stability analysis, scour counter measure design, structural best management practices design, storm sewer design, hydrologic analysis of stormwater conveyance systems and drainage studies.*
- *Vendor has provided a list of key staff that has the experience and expertise needed for this prequalification category. MDOT must be notified of any changes key staff.*

## **Vendor Experience-now reads**

- *Vendor has completed five (5) projects in the last five (5) years that cover range of hydraulic engineering projects. Project summaries have been submitted and include the project description, project owner, Department of Environmental Quality (DEQ) permit number (if required), staff responsible for project, and type of hydraulic work. Two (2) of these projects must have hydraulic reports reviewed by the DEQ for compliance with the State's floodplain regulations (Part 31 of NREPA).*
- *Vendor's projects must demonstrate experience in hydraulic design and analysis as noted in the staff education and experience.*
- *Vendor's professional engineers have four (4) years experience with AASHTO, FHWA, and MDOT hydraulic standards and have documented experience obtaining permits from State of Michigan permitting agencies.*

### 8.3.07 Changes to Consultant Prequalification Application Instructions

#### ACCOMMODATION/ACCESS - (Page 3)

Fax # has been changed to 517-373-9466

#### **Bridge Painting Inspection**

Professional Registrations- bolded part has been added

2 inspectors with National Association of Corrosion Engineers (NACE) Coating Inspector Program 1; or Society for Protective Coatings (SSPC) - Fundamentals of Protective Coatings for Industrial Structures(C-1); **or completion certificate for FHWA NHI 130079, Bridge Coatings Inspection course or similar recognized professional bridge paint inspection training course;** or 3 years of bridge painting inspection experience on MDOT structures.

## **6.18.07 Changes to Consultant Prequalification Application Instructions**

### **TRAFFIC OPERATION STUDIES**

This category is now called **Traffic Capacity Analysis and Geometric Studies**.

#### **Equipment-**

Synchro Light is not acceptable.

**Vendor Experience** - Added the following verbiage.

If the engineering study includes a review of potential signal operations, the Consultant must also be pre-qualified in Traffic Signal Operations. The review of potential signal operations includes warrant analysis for new signals or any other signal analysis.

### **TRAFFIC SIGNAL OPERATIONS**

#### **Equipment-**

Synchro Light is not acceptable.

**Vendor Experience** - Added the following verbiage.

For any engineering studies that impact traffic on trunkline roadways, the Consultant must also be pre-qualified in Traffic Capacity Analysis and Geometric Studies (formerly known as Traffic Operation Studies)



#### **6.4.07 Change to Consultant Prequalification Application Instructions**

The bolded note was added to the following paragraph on page 3:

A copy of your Company's financial information (labeled parts 1-12), including labor rates, overhead computations and financial statements if overhead rate is not audited. If appropriate financial information is not provided, your company will be given a \$50,000 total contracting limit. The only exception to the above is that no financial information is required if total contracting with MDOT at any given time is anticipated to be less than \$50,000, as identified on your Application form. **Note: Parts 1-12 must be clearly labeled.**

### **5.30.07 Change to Consultant Prequalification Application Instructions**

The GEOPAK software requirement was removed from the following classifications:

Building and Structure Design

Complex Bridges

Moveable Span Bridges

Railroad Bridges

Short and Medium Span Bridges

Specialty Walls/Slopes

### **5.3.07 Change to Consultant Prequalification Application Instructions**

Page 3 of Consultant Prequalification Application Instructions

#### **FILING OF APPLICATION -**

Service prequalification is an on-going process. New applications will be accepted at any time. Incomplete submissions may be returned, causing a delay in prequalification processing. Renewal applications will be accepted up to ~~90~~ 30 days prior to the prequalification expiration date.